

SHARE Membership Meeting

Thursday, September 27, 2018 at 3:30 p.m.

Thelma Keller Convention Center

1202 North Keller Drive, Edwardsville, Illinois 62401

(618) 656-3216

via Zoom at <https://zoom.us/j/272516748>

Minutes

Call Meeting to Order and Roll Call: Called to order by Rick Meyer at 3:30 p.m. He introduced the SHARE Executive Council and welcomed the membership. Executive council members in attendance were Rick Meyer, Ryan Johnson, Jacob Pahde, and Esther Curry. Susan McKinney attended via Zoom.

Illinois Heartland Library System Report: Ellen Popit submitted the IHLS report. She thanked the membership for attendance. She announced upcoming conferences and the new membership coordinator, Anna Yackle.

SHARE Report:

- SHARE Director—Cassandra Thompson submitted the SHARE report. She highlighted SHARE training, the IT server upgrades, functional five day a week delivery, and IHLS membership support. She explained that she will continue to seek out membership input, as we continue to innovate and expand. She thanked members for their participation in the program.

SHARE Committee Updates:

- Bibliographic Services & Cataloging Standards—Jacob Pahde invited members to contact the committee for questions or items for discussion. He shared proposed policies for catalogers to have access to a non-required field for reading program information (accelerated reading or lexile) and a standard to format Playaway Lock for those libraries that purchase them.
- Circulation & Resource Sharing—Esther Curry is the new chair of the Circulation Committee. She introduced proposed changes, which will be sent to membership for vote. She encouraged everyone to vote. The first is change to the patron registration policy, which outlines exceptions to the one person, one card guideline. She stressed that this is for public libraries only, since there should not be any merging of other types. The exceptions include library staff that live/work in different districts and property owners in multiple districts. Per the state library, property owners are entitled to library service in each area they pay property taxes. Based on a question from the audience, she confirmed that in this scenario, a patron may have multiple cards. Another exemption is in regards to children of separated parents, where each parent can

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sign financial responsibility for the child. She explained that the library should not become an intermediary. An audience member asked what to do if one card was blocked, and she explained that will have to be local policy, but gave an opinion that it will be a very touchy situation, since the child is not financially responsible. Another member asked if the cards in these scenarios should be linked, and she stated that it is a local decision. The next policy introduced is a conflict resolution for circulation violations. The policy clarifies the process if the initial report does not resolve the issue. She stressed that the first step should be to contact the library director to make sure they are aware of the problem. Lastly, there was a procedure introduced for SHARE staff to purge long lost item records (lost for 3+ years) from the database, to maintain database integrity. She encouraged libraries to train circulation staff to let catalogers or barcoders know when a lost item has been paid. She verified that SHARE will send a report for resolution before making any changes.

- Finance & Policy Committee—Cassandra Thompson gave the report on behalf of chair Jill Pifer. She introduced a new \$300 Referral Bonus program.
- eResource Committee—Ryan Johnson stated the committee is examining the current eResources fee structure and proposed options will be posted to the SHARE website for member input.

Announcements: The upcoming vote on the proposed changes will be electronic and will take place after the meeting, October 15-22.

Question and Answer: None.

Adjournment: Marian Albers from the Mascoutah Public Library made a motion to adjourn. It was seconded by Sue Hucke from Millstadt Library. The meeting adjourned at 4:07 p.m.

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Carbondale Office • 1840 Innovation Drive, Carbondale, IL 62903 • 618/985-3711
Champaign Office • 1704 West Interstate Drive, Champaign, IL 61822 • 217/352-0047
Edwardsville Office • 6725 Goshen Road, Edwardsville, IL 62025 • 618/656-3216